



# Sawyer County

## Agenda

**Public Works Committee Meeting**  
**Wednesday, January 11, 2023 @ 6:30 PM**  
**Assembly Room/Virtual Meeting**  
**Revised: Wednesday, January 4, 2023 8:36 AM**

Page

### 1. CALL TO ORDER

- a. To view or participate in the **virtual meeting** from a computer, iPad, or Android device please go to <https://zoom.us/j/97982898675>. You can also use the dial in at 1-312-626-6799 with the Webinar ID: 979 8289 8675. Use \*9 to Raise/lower hand and \*6 to Unmute/mute. If additional assistance is needed please contact the County Clerk's Office at 715-634-4866 prior to the meeting. If you are on a computer, click the "Raise Hand" button and wait to be recognized. If you are on a telephone, dial \*9 and wait to be recognized.

### 2. ROLL CALL

### 3. PLEDGE OF ALLEGIANCE

### 4. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

### 5. MEETING AGENDA

### 6. PUBLIC COMMENTS

- a. At this time, members of the public will be given the opportunity to address the Committee. Please adhere to the following when addressing the Committee:
  - Comments will be limited to 3 minutes or less per individual.
  - Comments should be directed to the Committee as a whole and not directed to individual Committee members.
  - The Committee cannot respond to your comments during this time.
  - Please sign in and fill out a public comment sheet if you wish to speak on an item.

### 7. CONSIDER APPROVAL OF MINUTES FROM PREVIOUS MEETING

[12.7.22 Public Works Minutes DRAFT](#)

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a.

## **8. MAINTENANCE DEPARTMENT REPORT**

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- a. Project report  
[Maintenance Report January 2023](#)

## **9. SAWYER COUNTY AIRPORT REPORT**

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- a. Hayward Aviation, LLC (contracted Airport management) report  
[Airport Report January 2023](#)

## **10. HIGHWAY COMMISSIONER'S REPORT**

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- a. [January 2023 Highway Commissioner Report](#)

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- b. CTH CC Speed Zone Extension (discussion and possible action)  
[1\) Speed ordinance-CTH CC at Chippewa Flowage](#)  
[2\) Inked CTH CC](#)

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- c. Cory Robinson driveway variance request (discussion & Possible action)  
[1\) Cory Robinson driveway map](#)  
[2\) Cory Robinson request](#)

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- d. ATV/UTV Ordinance (discussion and possible action)  
[ATV.UTV Draft Ordinance](#)

## **11. COURTROOM REMODELING UPDATE**

## **12. FUTURE AGENDA ITEMS**

## **13. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS**

### **DISCLAIMER:**

*A quorum of the County Board of Supervisors or of any of its committees may be present at this meeting to listen and observe. Neither the Board nor any of the committees have established attendance at this meeting as an official function of the Board or committee(s) or otherwise made a determination that attendance at the meeting is necessary to carry out the Board or committee's function. The only purpose for other supervisors attending the meeting is to listen to the information presented. Neither the Board nor any committee (other than the committee providing this notice and agenda) will take any official action with respect to this noticed meeting.*

*Copy sent via email to: County Clerk and News Media. Note: Any person wishing to attend whom, because of a disability, requires accommodation should call the Sawyer*

*County Clerk's Office (715.634.4866) at least 24 hours before the scheduled meeting so appropriate arrangements can be made.*

**Minutes of the December 7<sup>th</sup> meeting of the Sawyer County  
Public Works Committee  
Of the Sawyer County Board of Supervisors  
Assembly Room; Sawyer County**



**Voting Committee Members Present:**

- Chair: **Ron Kinsley**
- Marc Helwig
- Ed Peters– Vice Chair
- Chris Rusk - virtual
- Brian Bisonette - virtual

**Others Present:**

Andy Albarado  
Tweed Shuman  
Lynn Fitch  
Cathy LaReau  
Gary Gedart

**Others Present:**

Linda Zillmer  
Terry Gedart  
Derek Leslie

**Call to Order** – Chair Ron Kinsley called the meeting to order at 6:30 pm.

**Certification of Compliance** with the open meeting law was met. Roll Call was taken; quorum was met.

**Meeting Agenda –**

**Recognition of Outgoing County Commissioner** -- Mr. Kinsley recognized Gary Gedart who is retiring from the Highway Commissioner position and presented a plaque for 22 years of service.

**Public Comments** – Linda Zillmer

**Minutes from the previous meeting** – A motion was made by Mr. Rusk to approve the minutes of the November 9, 2022, meeting; second by Mr. Peters. Motion carried without negative vote.

**Maintenance Department Report** – A written report was provided.

**Sawyer County Airport Report** – A written report was provided. Mr. Leslie reviewed the highlights of his report indicating they are preparing for the runway project. Some projects remain unfinished yet for the terminal remodel; new signage is up. Much of the capital improvement plan kicks in during 2024 instead of 2023. Our airport is unique in that it is primarily tourist-based.

**2023 Airport Fee Update** – There is a process in place to capture handling/landing fees that are shared 50/50 with the County. A fee to recover some of the de-icing costs is being considered but no action was taken at this meeting.

**Highway Commissioner’s Report** -- A written Highway Commissioner’s report was provided. Mr. Gedart advised that he met with the DOT and we are on an “actual cost” agreement for equipment operation; processes are in place for his successor to monitor this activity. He is concerned about the equipment replacement budget amount.

**CTH CC Speed Zone Extension** – A request was received to extend the 25-mph speed zone at CTH CC by 1,100 feet. There are two campgrounds within this section of highway. This will come before the January meeting for approval.

**ATV/UTV Ordinance Update** – Mr. Gedart presented the current version of the proposed ATV/UTV ordinance. A recommendation to change the renewal date to April instead of February in section in section 4.03 was made. Change January to April and July to September in section 4.01. Other changes are in the marked-up version attached to the agenda. The two new routes that were approved at the November meeting also needed to be added. Mr. Shuman, Mr. Bisonette and Mr. Rusk will arrange the joint meeting for January 11<sup>th</sup>.

**Highway Commissioner Closed Session** – A motion was made at 7:30 pm by Mr. Helwig; second by Mr. Peters to enter closed session pursuant to Wisconsin Statute 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. A roll call vote was taken and passed 5 – 0 with “yes” votes from Kinsley, Peters, Helwig, Bisonette and Rusk.

At 7:52 pm a motion was made by Mr. Helwig; second by Mr. Peters to enter open session. Motion passed without negative vote.

**Meeting Date/Time** – The next meeting of the Public Works Committee will be Wednesday, January 11, at 6:30 pm in the Assembly Room.

Meeting adjourned at 7:53 pm  
Minutes recorded by Lynn Fitch, County Clerk

DRAFT

## Maintenance Report January 2023

Along with routine building and equipment maintenance, the following maintenance projects were started, continued or completed in December:

### I. Courthouse:

- Staffing update:
  - After interviewing applicants for our open maintenance position, we were unsuccessful in filling the position. We offered the position to one candidate who declined our offer.
  - Applications have been coming in slowly, so we will hopefully have an opportunity to fill the position in the near future.
- Due to the amount of snow and ice we received in December, we are currently not as far along with fabricating the workstations that we are providing for the new courtroom addition.
- Two of the 2022 courthouse fleet vehicles we were waiting on have been delivered. The final vehicle is on schedule to be delivered before the first of the year.

### II. Sheriff's Department:

- Unfortunately, Johnson Controls has still not been able to complete the controls upgrade for the 2006 jail addition HVAC system. They are hoping to have the necessary components to complete the project in January.
- I am in the process of obtaining quotes to determine the feasibility of upgrading the plumbing fixtures in the Huber portion of the jail. We are hoping to replace the current porcelain fixtures with penitentiary grade stainless steel fixtures.

### III. Highway:

- Performed HVAC repairs at both the Hayward and Radisson shops.
  - Obtaining quotes to replace a failed radiant tube heater in the Radisson cold storage building.

### IV. Ambulance:

- Spent time in Ojibwa repairing the boiler that provides in-floor heat and domestic hot water for the entire building.

### V. Airport:

- Due to a mechanical failure, the airport snowblower was unable to blow back the dangerously high windrows left from clearing the recent heavy snowfalls off of the runway. Because it was a critical situation, the City of Hayward Public Works Department sent one of their operators and equipment to the airport to remove the windrows.
  - I have been in contact with Airport Development Engineer, Matt Messina, to look into the possibility of securing financial assistance with the purchase of a new snowblower.

## Sawyer County Airport Management Report

January 2023

(Provided by Airport Manager Derek Leslie)

- Airport Snow Removal has been a challenge throughout the month of December. We had to shift our efforts considerably in comparison to years past. We have been relying primarily on our center taxiway to accommodate access to the runway. With that being said, Thompson's and the Sawyer County maintenance team have done an exceptional job keeping the airport operational. We have used nearly every tool at our disposal to keep the runway open, which includes sanding, brooming, and runway de-icing.

- Power loss at the airport was also a difficult challenge. There were numerous overhead mainline outages that feed the airport hangars, terminal, and airfield lighting. There were also prolonged underground and three phase outages that lasted several days resulting in loss of FAA navigational aids and airport closures. There is no backup power for any of the publicly owned facilities at the airport. Only 1 out of 26 hangar's has dedicated backup generators.

- Aircraft flights were up considerably for the Holidays. FBO operations have been going smoothly. Even though we were limited to one taxiway, Mother Nature was generous and provided warm temps and sunlight to help melt snow and ice off the runway.

- The four motorized gates at the airport have been difficult to keep in operation. The last week of the year we decided to close the hangar row gates and leave the main terminal entrance open. The animal traffic in the area around the gate is minimal during the winter months. Cones have been placed on each side of the closed gates. Hangar access through the terminal entrance and down the ramp has gone well with no complaints.

-Overall, the airport was incredibly safe throughout 2022. No reportable incidents.

-Terminal building remodel is nearly completed. Hayward Aviation will be planning to post additional pictures to its Facebook page show casing the completely finished remodel.

### Improvement Projects

- Master Plan still has yet to kick-off, waiting on BOA to sign contracts with Engineer
- Runway Rehabilitation is on track for spring 2024, Becher Hoppe is working on 90% design and we will be scheduling a meeting for that soon.

The crew has been performing snow and ice control activities as needed. The snowstorm of December 14-15, 2022 presented many challenges for the crew. Downed trees and power lines had to be dealt with prior to snow plowing. Many long hours, but the crew did an excellent job getting roads cleared.

The crew will be doing storm cleanup on our county and state highways. Many trees and limbs were just thrown off the road in an effort to just get the roads plowed and opened.

After storm cleanup and in between snow and ice control activities, the crew will be brushing on a section of CTH K near STH 27 and a section of CTH B, from Chippewa Trail towards CTH K.

There is one more consultant selection for design services for the bridge on CTH CC at Blueberry Bay. The process requires a minimum of a three member selection committee. With my absence, another committee member needs to be selected to join Chairman Kinsley and Patrol Superintendent (interim commissioner) Brad Beise.

There are currently no employees with worker's compensation injuries.



Ordinance # \_\_\_\_\_

Establishing a Speed Zone On County Road CC

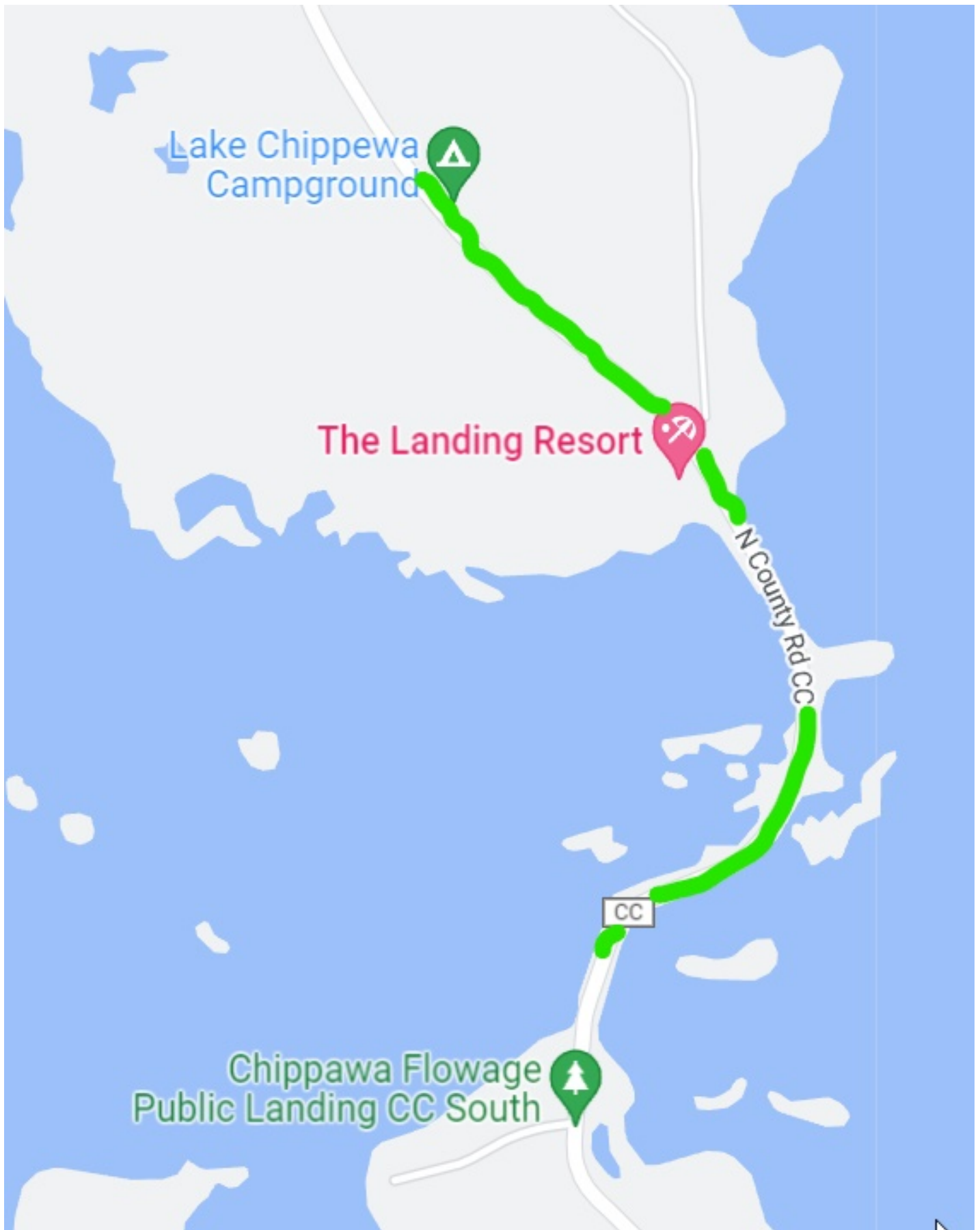
WHEREAS, The Sawyer County Traffic Safety Commission, the Sawyer County Public Works Committee, and the Sawyer County Board of Supervisors have determined and established that 25 miles per hour shall be the maximum speed at which vehicles may travel on County Road CC, from 745 feet north of the CTH CC South Boat Landing to 75 feet north of Lake Chippewa Campground, and

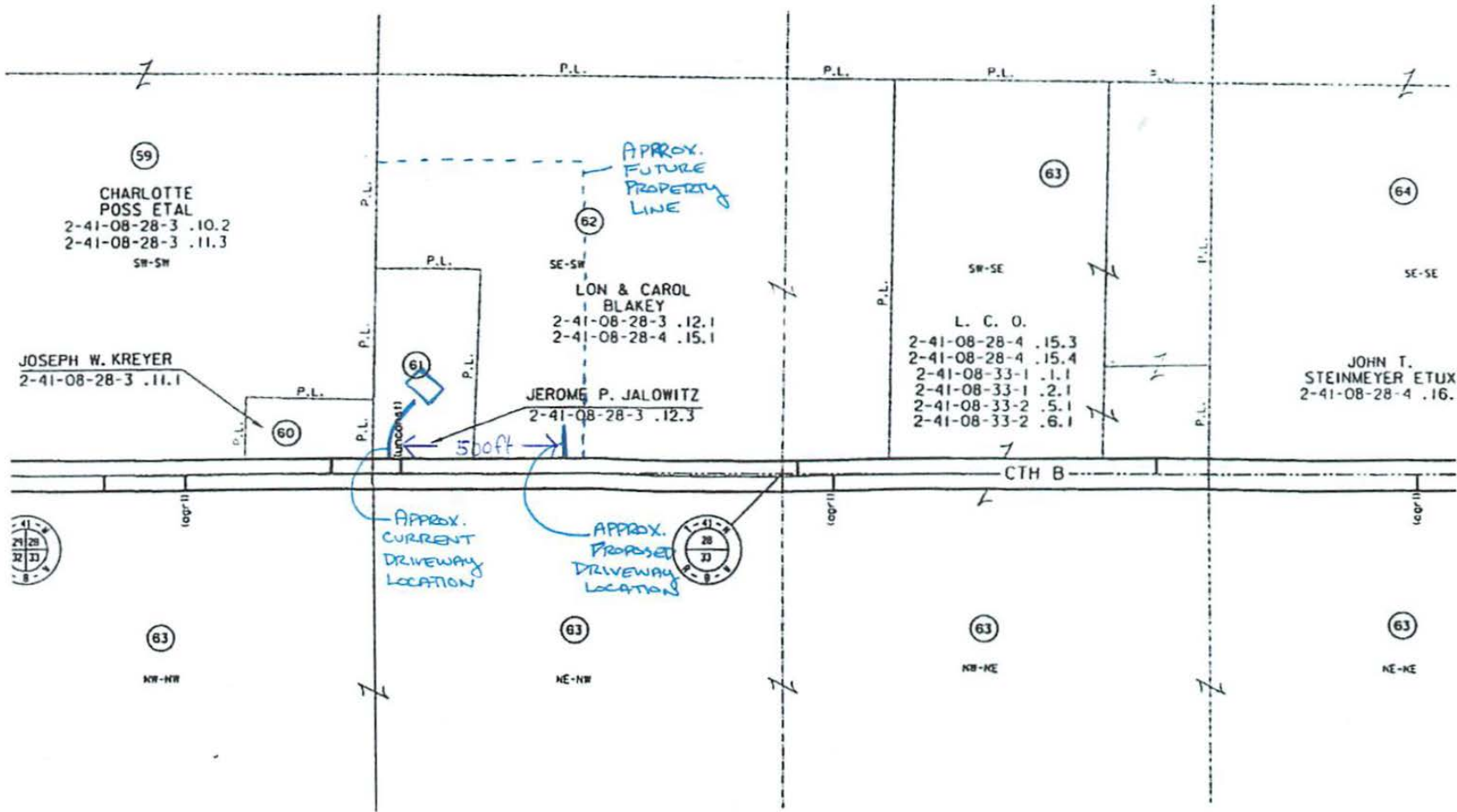
WHEREAS, this 25 mile per hour section totals approximately .814 miles in length and this speed has herein been established as the reasonable and safe maximum speed to travel, pursuant to section 349.11 of the Wisconsin Statutes;

NOW THEREFORE, The Sawyer County Board of Supervisors hereby ordains, with the approval of federal and state agencies, and upon the erection of standard signs giving notice thereof, as follows:

Section 1 – 25 miles per hour shall be the maximum permissible speed for vehicles operated on County Road CC in Sawyer County, from 745 feet north of the CTH CC South Boat Landing to 75 feet north of Lake Chippewa Campground, a distance of .814 miles.

Section 2 – Any person violating any provision of this ordinance may suffer forfeiture of no less than \$30.00 nor more than \$300.00, plus costs, or imprisoned not more than 30 days upon failure to pay such fine or forfeiture and costs.





Cory Robinson of Venom Outdoors is requesting a driveway access for a parcel of land that is located within Sawyer County's Controlled Access Plan on County Road B. Cory Robinson has not yet purchased the land, but wants to obtain a driveway permit prior to closing on the property. Without a driveway, the property is inaccessible from County Road B. The Controlled Access Plan, which was adopted on June 10, 1999, does provide for an individual to obtain a driveway, but only with approval from the Sawyer County Highway Department. Since 1999, Sawyer County has issued two other variances. These variances were granted by the committee.

Attached is a map showing the location of the requested driveway. This area is approximately ¼ mile east of the intersection of County Roads B and K.

**Ordinance No: \_\_\_\_\_**  
**Sawyer County**  
**All-Terrain Vehicles and Utility Terrain Vehicles Ordinance**

**Section 1. General**

**1.01 Purpose** Following due consideration of the recreational value to connect trail opportunities and weighed against the possible dangers, public health, liability aspects, terrain involved, traffic density and history of automobile traffic, Sawyer County enacts this ordinance for the purpose of designating routes and regulating the operation of All-terrain Vehicles (ATV's) and Utility Terrain Vehicles (UTV's) on Sawyer County highways. This ordinance is applicable to County Highways under jurisdiction of the County. ATV/UTV operators should be aware the Townships may enact regulations applicable to Town roads under their authority, and the Lac Courte Oreilles Tribe may enact regulations applicable to roads and lands within their reservation boundaries.

**1.02 Statutory Authority** This ordinance is enacted pursuant to County Board authority under Wisconsin Statutes 59.02, as authorized by 23.33(11)(am) and 23.33 (8)(b). In addition, except as otherwise specifically provided in this chapter, the provisions and standards of Wisconsin Administrative Code NR 64, as amended, and Wisconsin Chapter 23, as amended, describing and defining regulations with respect to ATV/UTVs and traffic are hereby adopted and by reference made a part of this chapter as if fully set forth herein.

**Section 2. Regulated Operation of All-Terrain Vehicles and Utility Terrain Vehicles**

**2.01** Pursuant to Wisconsin Statute 23.33 (4)(b), except as provided in Wisconsin Statute 23.33, no person may operate an ATV or UTV on any part of Sawyer County highways except those portions of County highways that are designated as ATV/UTV routes in Section 3.

**2.02** The operation of ATV's and UTV's on any portion of County highway designated as an ATV/UTV route shall be subject to the following:

- a. ATV's and UTV's shall be operated on the extreme right side on the roadway on the paved surface. Operation on the gravel shoulder, grassy inslope, ditches, or other highway right-of-way is prohibited and illegal (unless designated a route or trail).
- b. ATV's and UTV's shall be operated in compliance with all applicable Wisconsin laws, orders, regulations, restrictions and rules, including Wisconsin Statute 23.33 and Wisconsin Administrative Code NR64, as amended.
- c. ATV's and UTV's shall be operated within applicable speed limits.
- d. All ATV/UTV operators shall ride in single file.
- e. All ATV's/UTV's are required to display a lighted headlamp and tail lamp while operating on a county highway.
- f. All ATV/UTV operators and passengers under the age of 18 are required to wear a minimum DOT standard ATV or motorcycle helmet with the chin strap properly fastened.
- g. No person under 12 may operate an ATV, unless specifically excepted under Wis. Stat. 23.33 (5)(a) 1.a. and b. No person under 16 may operate a UTV, unless specifically excepted under

Wis. Stat. 23.33 (5)(am) 1.a. and b. All ATV safety certified operators age 12-15 must also be accompanied by their parent or guardian or by a person who is at least 18 years of age who is designated by the parent or guardian, while operating on a designated ATV route. Accompanied to be defined as subject to continuous verbal direction or control, but not necessarily on the same machine.

- h. All ATV/UTV operators who are at least age 12 and born on or after January 1, 1988 and operating on a county highway must possess a valid ATV safety certificate issued by this state or any other state or province.

### **Section 3 Designated Routes**

**3.01** The following segments of Sawyer County highways are designated as ATV/UTV routes:

County Road B (Chippewa Trail-east to CTH K)  
County Road B (Frogg Road to Richardson's Bay Road)  
County Road B (Forest Road 319 to Musky Tale Resort)  
County Road B (Fishtrap Road to STH 70)  
County Road BB (Washburn County line to STH 70)  
County Road C (STH 27/70 to Chafer Road)  
County Road C (13116 CTH C to STH 48)  
County Road CC (CTH N to Conger Road)  
County Road CC (Flowage Road to CTH B)  
County Road D (STH 40 – STH 27)  
County Road E (CTH K to Williams Road)  
County Road E (CTH K to Reserve Road)  
County Road E (STH 27/70 to Thors Lane)  
County Road EE (Forest Road 161 to Price County line)  
County Road F (Right-of-Way Road to STH 27/70)  
County Road F (Badger Bay Lane to Chapel Road)  
County Road F (Stoney Hill Road to Rusk County line)  
County Road G (CTH W to STH 27/70)  
County Road GG (STH 70 to Ashland County line)  
County Road H (Blueberry Fire Lane to Blueberry Avenue)  
County Road H (STH 27/70 to Beaverbrook Road)  
County Road K (County Road E to CTH KK)  
County Road KK (Circle Drive to CTH K)  
County Road M -north (CTH W to STH 70)  
County Road M (S. side of Flambeau River bridge to N. side of Flambeau River Bridge)  
County Road M (Bebak Road to CTH W)  
County Road N (CTH NN to CTH CC)  
County Road NN (CTH N to Gurno Lake Road)  
County Road OO (USH 63 to Northern Lights Road)  
County Road S (Moose Lake Road-west to Moose Lake Road-east)  
County Road S (Moose Lake Road to STH 77)  
County Road T (Nelson Lake Road – STH 27)  
County Road W-south (Crawford Street to Price County Line)  
County Road W-north (STH 70 to CTH B)

**3.02** The Sawyer County Public Works Committee may amend the designated ATV/UTV routes on adoption of a committee resolution which adds or removes segment from the routes listed in 3.01. Such committee resolution shall be effective immediately and the Clerk shall cause to be posted and published an amended listing of ATV/UTV designated routes in at least one public place and on the County website.

#### **Section 4 Administration**

**4.01** All requests for new or revised ATV/UTV route designations shall first be submitted to the Sawyer County Highway Department for review prior to the second Wednesday in April or the second Wednesday in September for any request to be considered for the calendar year. All requests must be submitted by the Sawyer County Snowmobile and ATV Alliance to be considered. A copy of approved local jurisdiction minutes, approving the road/route, must accompany the request. The highway department shall review such requests for county trunk highway route designations and make a recommendation to the Sawyer County Public Works Committee. All route requests within the Lac Courte Oreilles reservation shall be provided to the Lac Courte Oreilles Tribal Council for their review and input prior to approval. The Public Works Committee shall review the ATV/UTV route request, including appropriate criteria for making a designation and make a decision approving or denying the request. Decisions of approval will be posted as amendments to this ordinance.

**4.02** Safety of the traveling public is of great concern to Sawyer County. Below is a list of factors that shall be considered when determining whether a county highway will be considered for an ATV/UTV route. This list is not exhaustive as every county highway has their own unique features that may need additional consideration:

- (1) ADT (average daily traffic).
- (2) Sawyer County Sheriff Department concerns.
- (3) Accident history within proposed route.
- (4) Verification that all other route options have been considered.
- (5) Presence of school zones or other special consideration areas.
- (6) Will the requested route connect segments of other ATV/UTV trail network?
- (7) Vertical/horizontal highway alignment issues.
- (8) Sight distance issues at the posted highway speed.
- (9) Pavement width.
- (10) Commercial heavy truck volumes.
- (11) Environmental hazards.

**4.03** All existing ATV/UTV routes shall be reviewed in April of each year by the Sawyer County Public Works Committee to consider the continued value, efficacy or need for the ATV/UTV route. This renewal process shall also include a report from the Sheriff's Department on ATV/UTV violations, crashes, and safety concerns.

**4.04** The Sawyer County Highway Department shall have sole authority and responsibility for placement of signage on the designated county highway routes. The county highways designated as ATV/UTV routes will not be open until they are marked with appropriate signage.

**4.05** The Sawyer County Snowmobile and ATV Alliance shall provide all necessary signs, posts, etc. required for the proper installation of ATV/UTV route signs.

**4.06** The Sawyer County Highway Commissioner is authorized to enter into on behalf of Sawyer County contracts that provide for the reimbursement of the costs incurred by the County for the installation of the ATV/UTV route signs.

#### **Section 5 Enforcement**

**5.01** This ordinance shall be enforced by all enforcement jurisdictions as listed in Wisconsin Statute 23.33(12) and Wisconsin Administrative Code NR 64, as amended.

**5.02** This ordinance may be enforced in accordance with Wisconsin Statutes 23.33(12), as amended, including the issuance of a citation under Section 66.0113, Wisconsin Statutes, as amended.

**5.03** The penalties as set forth in Wisconsin Statutes 23.33(13)(a), as amended, are adopted by reference.

#### **Section 6 Severability**

**6.01** Should any sub-section, clause, or provision of this Ordinance be declared by a Court to be invalid, the same shall not affect the validity of the section as a whole or any part thereof, other than the part so declared to be invalid.

#### **Section 7 Effective Date**

**7.01** This ordinance becomes effective immediately upon passage by the Sawyer County Board of Supervisors and publication.